



## CONDITIONAL USE APPLICATION

Submit a complete application package to the Planning and Zoning Division. All information must be legible and will become a permanent part of the public record. Incomplete applications will be returned to the applicant/agent. Refer to the City of Venice Code of Ordinances Section 86-42 for complete site and development plan submittal requirements.

<b>Project Name:</b> Visterra of Venice Multi-Family	
<b>Brief Project Description:</b> Multi-family w/ conditional use request for building height of 54.7 ft for four buildings centrally located within the 27.908 acre parcel.	
<b>Address/Location:</b> Laurel Road	
<b>Parcel Identification No.(s):</b> 0389-00-1010	<b>Parcel Size:</b> 27.908 <input type="checkbox"/> Gated Community <input checked="" type="checkbox"/> Height <input type="checkbox"/> Density
<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Non-Residential <b>Zoning Designation(s):</b> PUD <b>FLUM Designation(s):</b> Mixed Use Residential	
<b>Fees:</b> <input type="checkbox"/> Application Fee \$4,587.03 <input type="checkbox"/> Review Fee \$1,050.63 <i>A review fee shall be deposited to be drawn upon by the city as payment for costs, including but not limited to advertising and mailing expenses, professional services and reviews, and legal fees. If review fee funds fall below 25%, additional funds may be required for expenses. See Section 86-586(b-d) for complete code. *Extended technical review fee of \$1400 charged at third resubmittal.</i>	
<b>Applicant Name/ and Property Owner Name (will be used for billing):</b> The NRP Group (applicant) see attached for ownership information	
<b>Address:</b> 801 International Parkway, 5th Floor, Lake Mary, FL 32746 (applicant)	
<b>Email:</b> kkehoe@nrpgroup.com	<b>Phone:</b> 407-562-1640 (applicant)
<b>Design Professional or Attorney:</b> Bobbi Claybrooke, P. E., AM Engineering, Inc.	
<b>Address:</b> 8340 Consumer Circle, Sarasota, FL 34240	
<b>Email:</b> bclaybrooke@amengfl.com	<b>Phone:</b> 941-377-9178
<b>Authorized Agent (1 person to be the point of contact):</b> Jeffery A. Boone, Esq.	
<b>Address:</b> 1001 Avenida Del Circo, Venice, FL 34285	
<b>Email:</b> jboone@boone-law.com	<b>Phone:</b> 941-488-6716

*Staff Use Only*

Petition No.

Fee:

Application packages are reviewed for completeness, and the applicant will be notified of an incomplete package. Collate all copies into three sets. Packages must be submitted via hard & electronic copies, and additional copies may be requested. Large plans should be collated and folded to allow the bottom right corner visible. Concurrently filed applications must be packaged separately. Please indicate N/A if the document is not being submitted, and why it is not being submitted.

**Application:** Must be signed by agent or applicant (3 copies)

**Narrative:** Provide a document describing in detail the character and intended use of the development, and confirm consistency with all applicable elements of the City's Comprehensive Plan. (3 copies).

**Planning Commission Considerations/Findings:** Per Code Section 86-42(e)(1-9), prepare a statement for each of the following considerations/ findings(3 copies): (1) Compliance with all applicable elements of the comprehensive plan; (2) General compatibility with adjacent properties and other properties in the district; (3) Scale of development. The relationship of the project or development in terms of its size, height, bulk, massing, intensity, and aesthetics, to its surroundings; (4) Required yards and other open space; (5) Screening and buffering, with reference to type, dimensions and character; (6) Transportation access management and congestion with particular reference to automotive and pedestrian safety and convenience, traffic flow and control; (7) Off-street parking and loading areas, where required; (8) Value added considerations including tax base diversification, employment, and affordable housing unit expansion; and (9) Any special requirements set out in the schedule of district regulations of this chapter for the particular use involved.

**Agent Authorization Letter(s):** A signed letter from each property owner, authorizing one individual, a single point of contact for staff (not a business) to submit an application and represent the owner throughout the application process. Clearly indicate the property parcel identification number(s) on each letter (1 copy for each property owner).

**Statement of Ownership and Control:** Documentation of ownership and control of the subject property (deed). Sarasota County Property Appraiser summaries or Tax Collector records will not suffice. Corporations or similar entities must provide documents recognizing a person authorized to act on behalf of the entity. Clearly indicate the property parcel identification number(s) on each deed (1 copy).

**Legal Descriptions:** List each parcel's legal description identified by the PID. Electronic version must be editable to use "copy and paste" function (1 copy).

**Survey of the Property:** Signed and sealed survey that accurately reflects the current state of the property. Each parcel must have its own legal description listed separately on the survey, correctly labeled by parcel id. (1 copy) **Date of Survey:**

**Public Workshop Requirements:** (Section 86-41) Newspaper advertisement Notice to property owners Meeting sign-in sheet Summary of public workshop Mailing List of Notified Parties (1 copy of each)

**Conditional Use Plans:** 3 signed, sealed, and dated sets, that are folded, collated, and size 24"x36 (rolled plans not accepted). Electronic plans should be signed and sealed electronically. The petition shall include material necessary to demonstrate that the grant of conditional use will be in harmony with the general intent and purpose of Section 86-42, and will not be injurious to the neighborhood or to adjoining properties or otherwise detrimental to the public welfare. Such material may include, but is not limited to the following, where applicable:

**Site plans:** Plans at an appropriate scale showing proposed placement of structures on the property, and provisions for ingress and egress, off-street parking and off-street loading areas, refuse and service areas, and required yards and other open spaces.

**Screening/Buffering Plans:** Plans for screening and buffering with reference as to type, dimensions and character.

**Landscape Plans:** Proposed landscaping and provisions for trees protected by city regulations as provided in [chapter 118](#), article II of the Code

**Signage/Lighting Plans:** Proposed signs and lighting, including type, dimensions and character. N/A

**CD/Thumb Drive with Electronic Files:** Provide PDF's of ALL documents, appropriately identified by name on one CD/ thumb drive. Submit each document or set of plans as one pdf- not each sheet in individual pdf's.

Technical compliance must be confirmed 30 days before a public hearing will be scheduled. The applicant or agent **MUST** be present at the public hearing and will be contacted by staff regarding availability. By submitting this application the owner(s) of the subject property does hereby grant his/her consent to the Zoning Official and his/her designee, to enter upon the subject property for the purposes of making any examinations, surveys, measurements, and inspections deemed necessary to evaluate the subject property for the duration of the petition.

Authorized Agent Name/Date/Signature:  
Jeffery A. Boone, Esq.  2/8/2022

Applicant Name/Date/Signature: